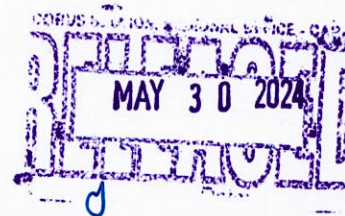




Republic of the Philippines
Department of Education
CARAGA REGION



May 29, 2024

REGIONAL MEMORANDUM

No. 0515, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This region

ADDENDUM TO THE REGIONAL MEMORANDUM NO. 0299, s. 2024
RE: 2024 REGIONAL REFRESHER COURSE

1. The field offices are hereby informed that all participants of the Regional Refresher Course conducted on April 10-14, 2024, in the Province of Agusan del Sur, shall be entitled to a Compensatory Time Off (CTO) or Service Credits, whichever is applicable, for attending the activities on the following dates:

- April 9, 2024 (Holiday: Araw ng Kagitingan)
- April 10, 2024 (Holiday: Feast of Ramadhan)
- April 13-14, 2024 (Saturday and Sunday)

2. Claims for CTO or service credits shall be bound by the rules and regulations in accordance with Civil Service Commission and Department of Budget and Management Joint Circular No. 2, s 2004 – “Non-Monetary Remuneration for Overtime Services Rendered”

3. Should there be other related concerns, your staff may contact this office, thru Ms. Megnon P. Beldad, PDOII/RSO, thru the trunkline number (085) 225-1151.

4. For dissemination.

MARIA INES C. ASUNCION, CESO IV

Director III
Officer In-Charge
Office of the Regional Director

Encl/s.: NONE

Reference/s: NONE

To be indicated in the Perpetual Index
under the following subjects:

PALARO REFRESHER COURSE SPORTS

ESSD/mpb
05/29/2024



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
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Email: caraga@deped.gov.ph
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